



Newslink

A Monthly Publication of CSOSA



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Special Points of Interest:

- CSOSA Observes October 2002 as National Domestic Violence Awareness Month
- The Special Observances Committee Highlights National Disabilities Awareness Month
- OHR Announces Thrift Savings Plan Open Season
- Learn more about the 2002 Influenza Vaccination Program
- CSOSA answers the call of stressed employees with a new after-hours Basic Aerobics Class

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Voice of the Director



The Annual Sosa Family Reunion Committee is in full swing. The date has been set, location confirmed and hotel rooms reserved. The planning committee is excited because dues have been paid and for the first time it looks as if there will be enough money to take care of all of the expenses. Although it's a big family, most of the members come from either of two branches. It will be quite a feat to bring everyone together and keep them all happy over the long weekend. The family has experienced quite a baby boom since 2000 and there are many new young additions to the clan. August 4th is rapidly approaching and although on the surface it looks like things are going well, there are problems brewing...

Some in the family believe that it won't be a real Sosa family reunion if they don't roast a hog at the big cookout. Others are convinced that pork is unhealthy and are clamoring for a vegetarian buffet. The young folk want a go-go band and older folk are convinced an old-school disc jockey is the way to go. Part of the family wants to use the excess funds for scholarships; another group thinks the money should go towards next year's reunion. Worst yet, communication has broken down, the family is divided between the two branches, the two sides only talk among themselves and no one is answering their email.

The family patriarch, Pablo Sosa, is very concerned. It's a tough family and they've weathered hard times before. The two branches have been geographically divided for years but the reunion has been an opportunity to bring both sides together to focus on the future. Somehow, Pablo believes, the family members must put aside their individual differences and unite under one mission. The future of the Sosa family depends on it.

Young versus old, meat-eater versus vegetarian, go-go versus old school. While some in the family think that as patriarch he should state a position and settle the controversies, Pablo doesn't see the differences as problems but simply reflective of the diversity that the family represents. There is enough money to serve both roasted hog and vege-

tarian dishes, hire a go-go band and an old-school disc jockey, give a scholarship and save some funds for next year's event. He sees no reason why the family should be torn apart over disagreements that could be worked out with a little cooperation, a lot of communication, mutual respect for individual opinions and a shared commitment to the success of the family. Sound familiar?

Probation versus Parole, custody versus treatment, OASIS versus SMART, trailer park versus Taj Mahal, We versus They. It has been more than two years since the supervision functions of the D.C. Superior Court Adult Probation Division and the D.C. Board of Parole were joined to officially establish CSOSA. Still, some members of what is now the CSOSA family continue to hold onto their identities as either former Probation or former Parole staff with Herculean strength. Likewise, it has been nearly a year since SMART was implemented to address the deficiencies in the agency's legacy computer systems. Still, some staff continue to lament the old way of doing business even as SMART introduces new efficiencies. In my two months as Director, I've heard both directly and indirectly of the perceived gulf between staff in the field and senior management.

We have far more in common than the differences that separate us. Let us not lose sight of the big picture for focusing on minor details. Every member of the CSOSA family has a unique contribution to make. What is most important, however, is not the individual contribution, but what we, as a family, are able to build by combining all of our talents toward one common goal.

Change is essential to growth. Like the human family, organizational families must change and adapt in order to grow. Sometimes the change will involve a shift in attitude or perception, at other times the change will involve a different way of doing business. CSOSA is poised to become the model for community corrections in the nation. We have the talent, expertise and energy to move the Agency to the forefront. We can only get there by working together and building on the past to create a new future.

- Paul A. Quander, Jr.

CSOSA Events



CSOSA Recognizes Domestic Violence Awareness Month - October 2002

By Erika N. Evans, Office of the Associate Director, CSS

Domestic Violence Awareness Month evolved from the first Day of Unity observed in October, 1981 by the National Coalition Against Domestic Violence (NCADV). The intent was to connect battered women's advocates across the nation who were working to end violence against women and their children. The Day of Unity soon became a special week when a range of activities were conducted at the local, state, and national levels. These activities were as varied and diverse as the program sponsors but had common themes: mourning those who have died because of domestic violence, celebrating those who have survived, and connecting those who work to end violence.

In October 1987, the first Domestic Violence Awareness Month was observed. That same year the first national toll-free hotline was begun. In 1989, the first Domestic Violence Awareness Month Commemorative Legislation was passed by the U.S. Congress. Such legislation has passed every year since with NCADV providing key leadership in this effort. Domestic Violence Awareness Month continues to provide us with a special opportunity to emphasize that domestic violence is a crime, to warn abusers that they will be prosecuted, and to offer victims more aid and support.

To honor Domestic Violence Awareness Month, on October 24, 2002 the Community Supervision Services, Special Supervision Branch presented a unique program entitled "The Children Are Watching". Understanding that each year, an estimated 3.3 million children witness domestic violence, this year's program was geared toward awareness and education about the effects of domestic violence on children. Guest Speaker, Dr. Hope Hill, Professor of Psychology at Howard University, provided an in-depth look at the hidden components of psychological trauma experienced by children exposed to chronic domestic violence.



Dr. Hope Hill



Special Supervision Branch Chief Tanya Ray opened the program with candle lighting.



Staff members of the Special Supervision Branch perform a skit to demonstrate the effects of domestic violence on children.

The program also included a special candle lighting ceremony, in remembrance of domestic violence survivors and a powerful skit performance by members of the Special Supervision Branch, depicting the gruesome reality of what it's like for children who are forced to live in violent homes. The underlining message of the program was clear - children who fall victims to the psychological and sometimes physical destruction of domestic violence are most likely to become delinquent adults, running a much higher chance of becoming criminal offenders themselves. "Domestic violence is a serious threat to community safety, as it is intertwined in almost all criminal behaviors", said Supervisory Community Supervision Officer John Patrick-Ifedi.

October 30th, 2002 the D.C. Superior Court held an Open House for the new Domestic Violence Intake Center at Greater Southeast Hospital, which will service victims of domestic violence who reside in Wards 6, 7, and 8. Dr. Hope Hill reports that Howard University plans to offer its students a new course on domestic violence. Next year, Domestic Violence Awareness Month will become a CSOSA-wide event. Community leaders, health care professionals, teachers, employers, friends, and neighbors will all play an important role in eradicating domestic violence. Until then, it is increasingly important that we prioritize addressing the problem of domestic violence in our communities every day of the year.



D.C. Superior Court Domestic Violence Division Associate Judge William Jackson made a special appearance in support of efforts to bring domestic violence issues to light.

CSOSA's Special Observances Committee Highlights National Disability Awareness Month



Large
Print

When President George H. W. Bush signed the Americans with Disabilities Act (ADA) in 1990, our Nation made a promise to no longer underestimate the abilities of disabled Americans. We have seen evidence of progress in improved access to employment, public places, commercial facilities, information technology, telecommunication services, housing, schools, and polling places. But there is still a long way to go in recognizing and valuing the contributions that people with disabilities have made and have the potential to make to our society.



Master of Ceremony
Jack Jackson
Office of Human Resources

CSOSA is among several Federal agencies committed to a collective effort that creates fair access for disabled persons to all that our country's dynamic workforce has to offer. To celebrate National Disabilities Awareness Month, the Special Observances Committee presented "Building Bridges/ Bridging the Gap" on Tuesday, October 22, 2002. The keynote speaker was Mr. Paul Meyer, Acting Staff Director, Office of

Disability Employment Policy, United States Department of Labor. Special guest also included: Rachel Dorman, Policy Adviser, Office of Disability Employment Policy, US Dept. of Labor; and Patricia Montgomery, Americans with Disabilities (ADA) Coordinator Office of Disabilities Affairs, Consumer and Regulatory Affairs.

Overall, the program was a huge success and once again, the Special Observances Committee has demonstrated its commitment to helping CSOSA staff embrace diversity and break down existing barriers that threaten our continued prosperity.



Director Paul A. Quander (far left) and
Special Observance Committee Member, SCSO Verna Young
(far right) presented Keynote Speaker Paul Meyer with a
Certificate of Appreciation

USDA Graduate School 2002 New Leader Program Participants Celebrate Success

October 11, 2002, staff members Tiffany Fuller Bailey (Office of the Director) and Theresa Doughty (Community Supervision Services) became proud graduates of the USDA Graduate School's New Leader Program (NLP). Tiffany and Theresa began the six-month developmental program May 19, 2002.



NLP Graduates Tiffany Fuller Bailey (far left) and Theresa Doughty (far right) pose with Training and Career Development staff who attended the NLP graduation ceremony in Hunts Valley, Maryland

"The USDA Graduate School New Leader Program was one of the best experiences of my life! The rigorous curriculum of this program taught me that no matter what I want out of life, I can achieve it, when I put my mind to it. It also taught me the true meaning of teamwork. The program educated me on how important it is as a leader to effectively lead, encourage, and support your staff. I believe that the program's curriculum could be applicable to anyone at any stage in their career. I implore anyone interested in taking a "real" look at yourself, learning what you are really made of, and advancing yourself personally and professionally to participate in this program, or at the least one like it. I want to thank the Training and Career Development Center staff for introducing our Agency to such an awesome program."

- **Tiffany Fuller Bailey**
Budget Analyst

"The New Leader Program was a memorable and exciting experience. NLP afforded me the opportunity to meet a group of interesting and dynamic people with talents and gifts that have enriched my life. The intensity of the program requirements took me beyond my level of comfort and allowed me to think outside the box. The facilitators were knowledgeable and guided me as I looked within myself for who I wanted to be and what I wanted to achieve. I have learned the characteristics of an effective leader and how to guide others to achieve a common goal. I have learned how to motivate others based on their personality types in order to create an effective team. I strongly encourage CSOSA to continue this program and to expand it. NLP allows every participant to become an asset to the Agency. I would like this opportunity to thank my supervisor, Sheila Moody, for encouraging me to apply for this program, my co-workers, Andrea, Lavette, Bruce and Karen for going above and beyond during my absences and Associate Director Thomas Williams for always being fair and seeing the whole picture. I could not have done it without you."

- **Theresa Doughty**
Support Services Specialist

Office Updates

Information Collection and Sharing under the Freedom of Information and Privacy Acts

by FOIA Officer Renee Barley, Office of General Counsel



One of the hot buzzwords among law enforcement agencies these days is "information sharing." Everybody wants to share information, but rarely does anyone stop to think if it can legally be done.

Since we are a federal agency, we are subject to the Freedom of Information and Privacy Acts. Under the Privacy Act, we have an obligation to advise the public what information we maintain on individuals and how we use and release that information. The individuals about whom we maintain information have a right to be protected from unwarranted invasions of their privacy. In this regard, the Privacy Act carries criminal penalties if information is wrongfully released. The FOIA, on the other hand, is a vehicle by which the public can obtain information maintained in agency files, unless it is exempted from disclosure.

In essence, CSOSA is allowed to share information in certain circumstances. However, we cannot share information just because another entity feels that it would ease their job or due to the mere fact that we already possess the

information they need. There must be an independent basis for releasing it. Yes, when we can, we will assist another law enforcement agency. However, that does not grant them carte blanche access to the agency's information. In sum, each request must be looked at individually.

The flip-side of the release of information is the collection of it. CSOSA is also allowed to collect and maintain information on individuals, as needed, to perform its duties. However, when collecting this information, please keep in mind that the agency may have to publish a System of Records notice in the Federal Register. If information is maintained and retrieved by the name or personal identifier assigned to an individual, we must publish a system notice. If the agency fails to publish this notice and we are challenged in court, we may be required to release everything, even information which should not be released, and could be held criminally liable for maintaining records on individuals without first publishing a system notice.

Remember, because information may be publicly available elsewhere, the agency is still subject to the Privacy Act and must adhere to its guidelines.

So when you're thinking about sharing information with another agency or initiating the collection of information on an individual, remember, "Who You Gonna Call?" The Office of General Counsel!

Office of Human Resources Announces...

Thrift Savings Plan Open Season



The Thrift Savings Plan (TSP) open season begins October 15 and ends December 31, 2002. During the open season, you may begin contributing to the TSP or change the amount of your contributions.

[New Employees](#) Employees covered by the Federal Employees Retirement System (FERS) or the Civil Service Retirement System (CSRS) are eligible to contribute to the TSP *immediately upon appointment* during an initial 60-day sign-up period. However, FERS employees are not eligible for agency contributions until they complete the waiting period currently required for eligibility to participate in the TSP.

[Contribution Election](#) FERS employees can elect to contribute up to 13% of basic pay earned each pay period; CSRS employees can elect to contribute up to 8% of the basic pay earned each pay period. The maximum annual amount that can be contributed for year 2003 will be \$12,000.

[Where to get more information about the TSP](#) The booklet *Summary of the Thrift Savings Plan for Federal Employees* describes the TSP in detail and contains more information about contribution elections, contribution allocations, and inter-fund transfers. The latest version of this booklet is dated May 2001 and is located on the TSP Web site, www.tsp.gov.

If you have additional questions about the TSP, contact Agency Benefits Officer , Tony Mitchell at (202) 220-5610.

Employee Focus

A CSOSA Success Story

*Submitted by Pereuna Johnson, Director
Training and Career Development*

Congratulations to **Victoria L. Person, Deputy Director, Training and Career Development**, who was appointed to the committee to plan the "Federal Government Human Resource Development - Conference within a Conference" for the American Society for Training and Career Development (ASTD) Conference to be held in San Diego, California on May 16-22, 2003. Victoria is breaking ground, as she is a member of only the second committee to plan such an event for ASTD. She, along with others from the Federal training community, are planning a two-day session with direct focus on training issues. ASTD is the premiere training conference for training professionals, bringing together people from more than 50 countries to share information on current and evolving practices in the training and development of our most valued resource, the employee.



NEW EMPLOYEES FOR THE MONTH OF SEPTEMBER

Office of the Director

**Beverly Hill
Gradie McCray**

Office of the General Counsel

Kenzie Snowden

ONE YEAR ANNIVERSARY WITH CSOSA AS OF 9/30/02

**Julie Bartlett
Joyce Bein
Jamie Brand
Donald Carey**

**Jeffrey Durante
Gary Hernberg
Renee Houser
Mia Howard**

**Karen Johnson
Rhonda Johnson
Carrie Lacy
Emanuel Lawton**

**Natasha Powell
Rodney Taylor
Denise Tennant Bryan
Denise Washington**

5 YEARS OF GOVERNMENT SERVICE

**Kristi Holmes
Theasia Queen
Julette Terrell**

10 YEARS OF GOVERNMENT SERVICE

Karen Schmitz

20 YEARS OF GOVERNMENT SERVICE

Carlitta Thorne

25 YEARS OF GOVERNMENT SERVICE

**Cassandra Brown
Joylette Contee**

30 Years of Government Service

Maryam Muhamm

Congratulations to you all!

Health & Fitness

2002 Influenza Vaccination Program

Submitted by Martina Griggs Johnson

Assistant HR Director for Employee and Labor Relations

The Federal Occupational Health (FOH) Service, will be conducting its annual influenza (flu) vaccination program. The flu vaccination program is one of the most popular and valued services that FOH provides. The program is provided to CSOSA employees at no cost.



This program is offered to help reduce the number and severity of flu outbreaks. The influenza vaccine is specifically recommended for people who are at high risk for developing serious complications as a result of influenza infection. These high-risk groups include all people aged 65 years or older, people of any age with chronic diseases of the heart, lung or kidney, diabetes, immuno-suppression (e. g. cancer, HIV, or medications such as steroids), severe forms of anemia, and women who will be in their 2nd and 3rd trimester of pregnancy during the flu season.

The flu vaccinations will be administered at the FOH Health Unit, located in the Judiciary Center Building (JCB) at 555 4th Street, NW, Room 1B-816. The schedule for non-risk groups is as follows:

November 4, 2002, through December 7, 2002

**Monday through Thursday
10:00 am – 12:00 noon and 1:00 pm – 3:00 pm**

Prior to reporting to the health unit for vaccinations, employees should complete the Patient Acknowledgement Form for submission to the nurse.

For additional information regarding the Health Unit or the Influenza Vaccination Program, please do not hesitate to contact Employee Relations Specialist Michael Richardson at (202) 220-5753.

Stressed out? Need to shed some pounds?

Meet your fitness goals with a Basic Aerobic Class!

Submitted by Training Specialist Thomas Walker

Training and Career Development Center

In response to the growing need expressed by staff to relieve stress and improve overall health, CSOSA is proud to announce the start of an entry level, after hours aerobics class. This one hour class is a voluntary after-work activity open to all staff.

Aerobics exercise is an activity that uses large muscle groups, and can be maintained continuously for a long period of time and is rhythmic in nature. Aerobics activities train the heart, lungs and cardiovascular system to process and deliver oxygen more quickly and efficiently to every part of the body. The class format will consist of low-impact aerobics combined with conditioning and strengthening exercises.

- **Classes are being held Tuesday and Thursday of each week, starting October 22 through December 3, 2002.**

(Remaining classes will be held November 5,7,12,14,19,21,26 and December 3, 2002)

- **You must register for each individual session by phone, the day before the class.**
- **Sessions are limited to 20 people per class.**
- **Classes are VOLUNTARY and DO NOT require supervisor approval.**
- **All participants MUST sign a liability waiver and Health History Form .**

To register and/or obtain more information, contact Thomas Walker at (202) 220-5456.

*Remember, only the first 20 callers will be placed on the list each day prior to the day of the class.



"A healthy worker is a happy worker!"

Variety Pages

MPDC Offers Halloween Safety Tips



Halloween is fun for people of all ages, but it's important that you and your children remain safe. These simple tips will help make your Halloween celebration better than ever.

- **Children should not go into homes.**
- Children should avoid houses that don't have their outside lights turned on.
- **Children should not talk to strangers or get into strangers' cars.**
- Children should use a flashlight.
- Children should travel in small groups and be accompanied by parents or an authorized adult chaperone.
- Children should know their home phone number and their parents' cell phone numbers, when applicable. They should carry coins for emergency telephone calls or know how to make collect calls.
- Children should have their names and addresses attached to their costumes.
- Children should bring home treats before eating them so parents can inspect them. When children get home, parents should inspect all candy and other treats before they are eaten. Discard all unwrapped or loosely wrapped candy or fruit.
- If you have any questions about suspicious looking treats, call the police department non-emergency number, [3-1-1](tel:3-1-1).
- Parents and children should carve pumpkins on a stable, flat surface with good lighting. Small children should **never** carve pumpkins. Instead, they can help by drawing faces with markers, while a parent does the cutting. Older children carving pumpkins should always be supervised.
- Adults should only give and accept wrapped or packaged candy.
- Adults should keep porch lights on or driveways illuminated.
- Parents should cut into fruit, such as apples, to make sure they do not contain foreign objects.
- **If in doubt, throw it out.**

Safety tips provided by DC Action for Children.

Attention All Civil War History Enthusiast Capitol Hill Civil War Round Table

*Submitted by Rande Young, IT Program Manager
Office of Information Technology Services*

ARLINGTON RESIDENT TO DISCUSS WOMEN IN THE AMERICAN CIVIL WAR IN NOVEMBER

Arlington resident DeAnne Blanton will discuss the new book she co-authored with Lauren Cook, *They Fought Like Demons: Women Soldiers in the American Civil War* at the Capitol Hill Civil War Round Table meeting on Monday, November 4, 2002, held in the Longworth House Office Building, Independence and New Jersey Avenues, SE, Washington, D. C., at 6 p.m.

Ms. Blanton received her Bachelor of Arts degree in history and literature from Sweet Briar College and a Masters in American history from Wake Forest University. She currently is a senior military archivist at the National Archives, specializing in 19th century Army records, especially those of the American Civil War.



Her book, published by Louisiana State University Press, discusses women who disguised themselves as men to participate in battles since both Union and Confederate armies forbade the entry of women.

The book details these women who were trailblazers in the war. The authors stress evidence demonstrating the overall importance of these women combatants, who fought in battles, faced capture, and suffered in prison.

The Capitol Hill Civil War Round Table was established in 1987 and features outstanding experts and authors on Civil War topics in its regularly monthly meetings. The meetings are free and open to the public.

"We are especially pleased that we are hosting an outstanding expert like DeAnne Blanton on a topic few people know much about, the women soldiers of the American Civil War. It should move an interesting evening to our members and guests", says Rande Young.



AMERICAN MEMORY

Rande Young is the President of the Capitol Hill Civil War Round Table. The group meets once a month in one of the Congressional Hearing Rooms on Capitol Hill for a lecture by an author of a Civil War book. For more information, you can contact Rande Young at (202) 220-5378.

Bulletin Board



Congratulations to the
2002 Award & Recognition
recipients!

Your tireless commitment to the
goals and objectives of CSOSA
continue to make a difference.

Keep striving for excellence!

Congratulations to
Mathew Kiely
who was promoted to
Supervisory Community Supervision Officer

Good Luck and Best Wishes

From
General Supervision Branch IIA, Team #21

Congratulations to
Tony Mitchell (OHR)
who completed the **SEACOLONY TRIATHLON** on 9/21/02
in Bethany Beach, Delaware
The triathlon consisted of a 1 mile ocean swim, a 23 mile bike ride, and
ended with a 6 mile run.
The triathlon raised money for the **MAKE
A WISH FOUNDATION**,
which assist terminally ill children.



WAY TO GO TONY!!



Interstate Compact & Detainers
Branch, Team #5
congratulates
SCSO Richard Lamb
on his 23rd year of government
and law enforcement service



October Birthdays



Happy Birthday to **CSO Tiffany Kirkland (10/21)**

"Best wishes to a beautiful daughter both inside and out.
You continue to make me proud"

Love from your mom,
CSO Shirley Simons

The entire Intake Staff would like to wish
Intake Manager Morgan Massey (10-9)
Happy Birthday!

Happy Birthday to
Payroll Specialist Gwendolyn Holmes (10/6/02)
From the Office of Human Resources

Happy Birthday to **IT Lan Technician Peter Lee (10/10)**
From your co-workers in Information Technology

Newslink Quote of the Month

**"Experience is a hard teacher because she gives the test first
and the lesson afterwards."**

-- Unknown

Do you have an interesting quote you
want to share? Contact the Newslink
and spread the word!

A Note from the Editor:

This concludes another edition of the CSOSA NEWSLINK. As always, this publication could not be possible without the collective efforts of our staff. Thank you all for your contributions! If you would like to submit an article, have an announcement, or know of an event you would like to see covered in future editions of the NEWSLINK, please feel free to contact me. Thank you for your continued support of our Agency's newsletter.

With warmest regards,

Erika N. Evans

Editor & Coordinator

Office of the Associate Director, CSS

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CSOSA's Mission Statement

The mission of the Court Services and Offender Supervision Agency for the District of Columbia is to increase public safety, prevent crime, reduce recidivism, and support the fair administration of justice in close collaboration with the community. The Agency will enhance decision-making and provide effective community supervision, thereby ensuring public confidence in the criminal justice system.



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**COURT SERVICES AND OFFENDER
SUPERVISION AGENCY FOR THE
DISTRICT OF COLUMBIA**